



# **Using TreeWorks on a Trimble**

A step by step guide  
Rachel Ormseth-Urban Forestry  
Coordinator





# **Check in/Check out process**

- **Check in and Check out of the trimbles will be done at the**

**Parks and Recreation office  
2401 W 49th Street**

**at 8am and 4pm (crews are off at 4:30 so  
please arrive at the latest by 4:20)**

**(under the supervision of Sioux Falls  
Forestry Supervisor Duane Stall and his  
crew)**



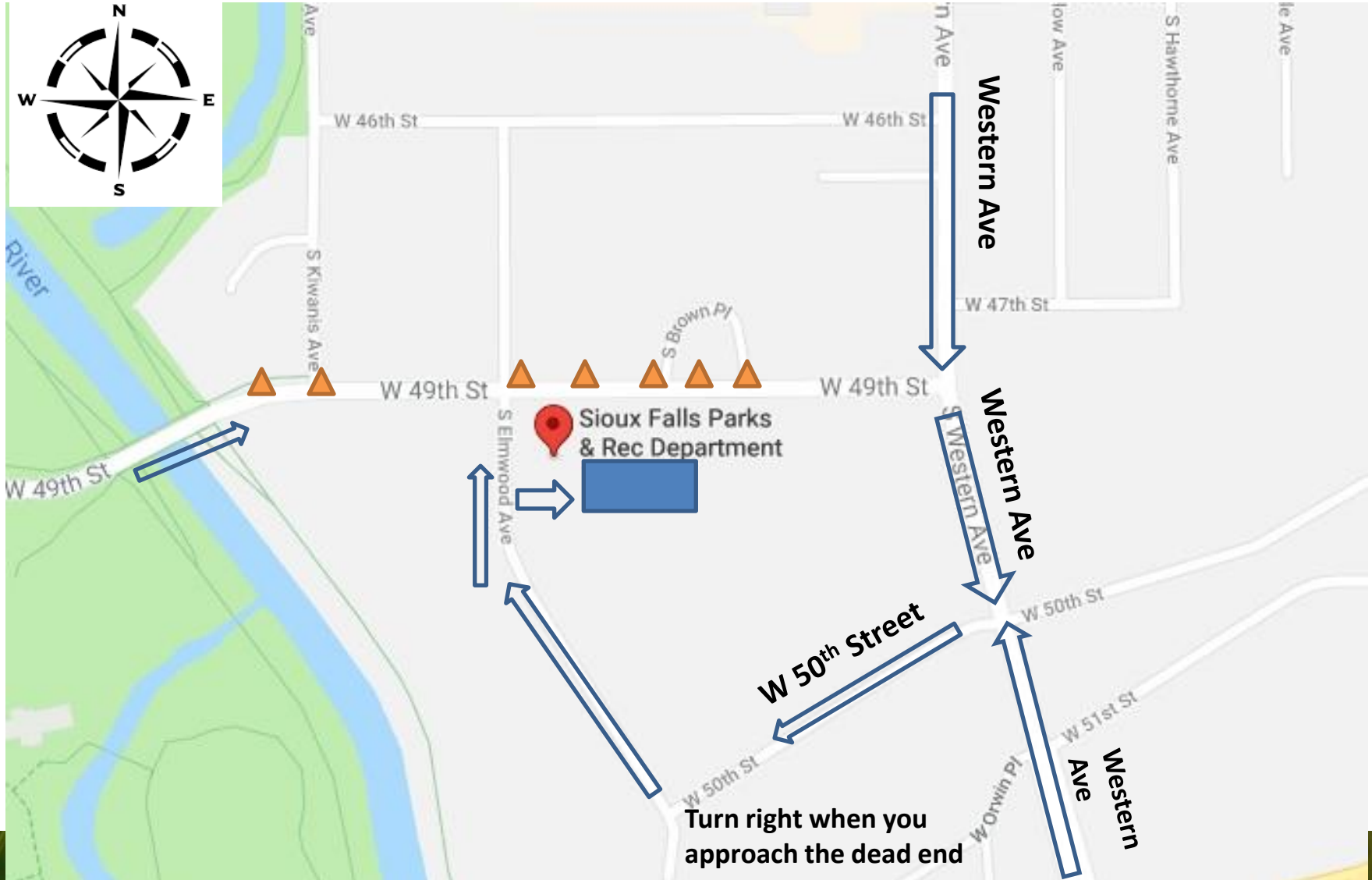
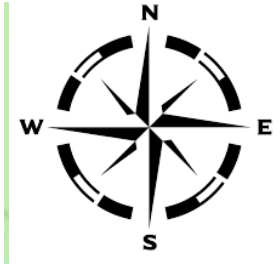


# **Please be aware**

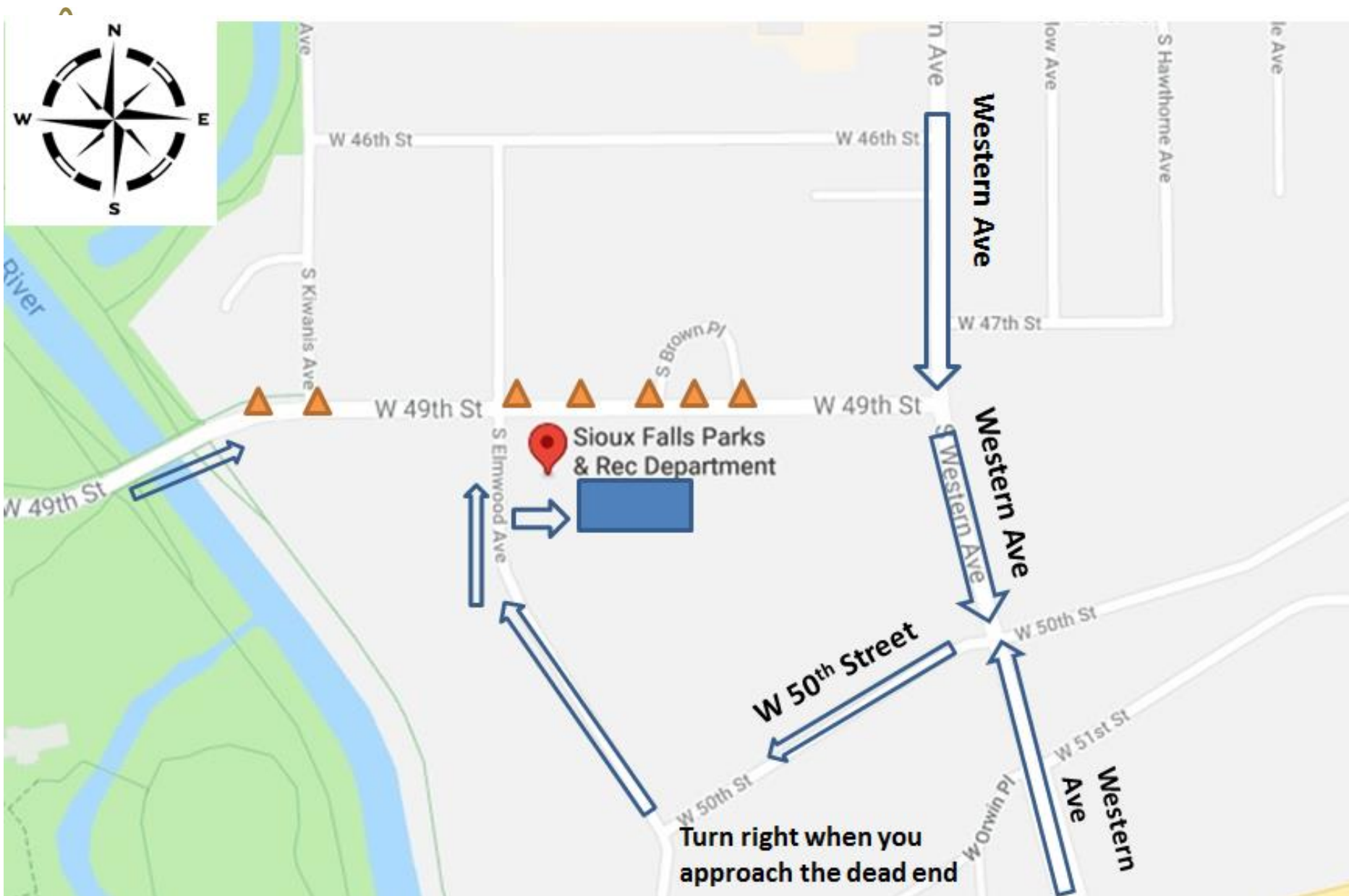
- **On 49<sup>th</sup> street there is a lot of construction going on**
- **It will be easiest to either come from the west past Sertoma park until you get to 49<sup>th</sup> St and can turn right**
- **Or take the back way around the building by taking 50<sup>th</sup> street off of Western Ave whether you are coming from the north or south**



▲ = Construction (one lane each way and no left turns allowed)







Turn right when you approach the dead end





# Check in/Check out

- **A sign out sheet for the trimbles will be ready for you**
- **Your trimble will have a grid loaded onto it with the area that you will inventory**
- **A paper map of the grid will be given to you as well for a visual aid**
- **A charger for the trimble will be included as well (you will want to charge every night to keep them juiced up)**





# Check in/Check out

- **Duane and his crew will only be able to check in/out 2 trimbles at a time due to licensing, but it's a pretty quick process so this shouldn't cause too many problems**





# Check in/Check out

- **You can check the trimbles out for the weekend if you choose but please make sure to check in your data in on Friday so that you don't lose data from the week over the weekend**



# Powering on



**\*you  
may  
need to  
hold the  
button  
for a  
few  
seconds**

**\*power  
button  
is on the  
left side  
of the  
trimble  
(not the  
switch  
on the  
right  
side)**





# To begin



- Once you get to the main screen, press the windows button on your trimble
- The icon looks like this





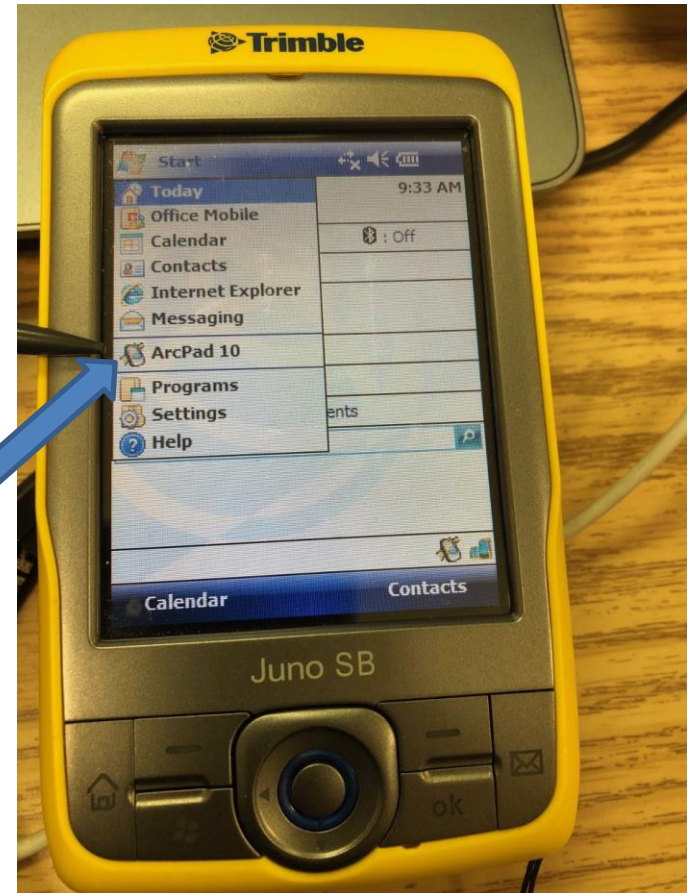
# Open ArcPad

- Now that you are in windows programs, select



On this trimble, ArcPad will show up as a logo in this general area (the logo will say ArcPad 10.2)

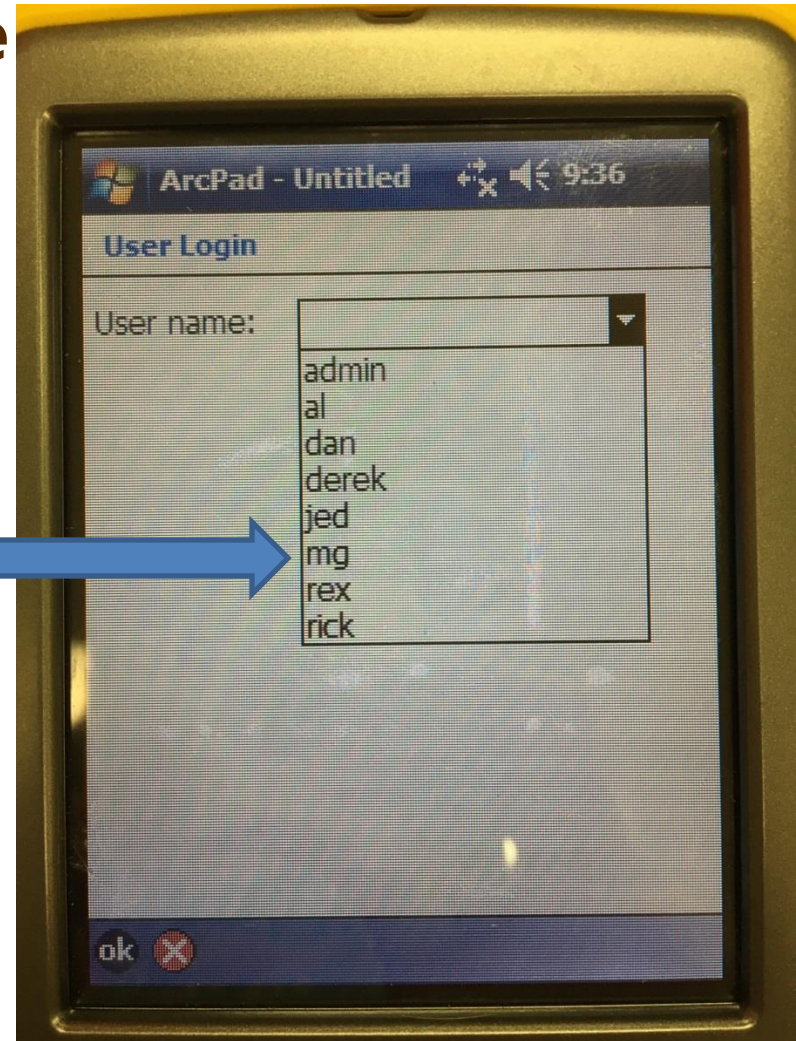
On this trimble, ArcPad will show up in the dropdown list





# Now that you are in ArcPad

- Once you click ArcPad give it a few seconds to load
- You will be prompted with a drop down list where you choose who is logging in
- All of you will select mg (Master Gardener)
- Then press ok and let the program load







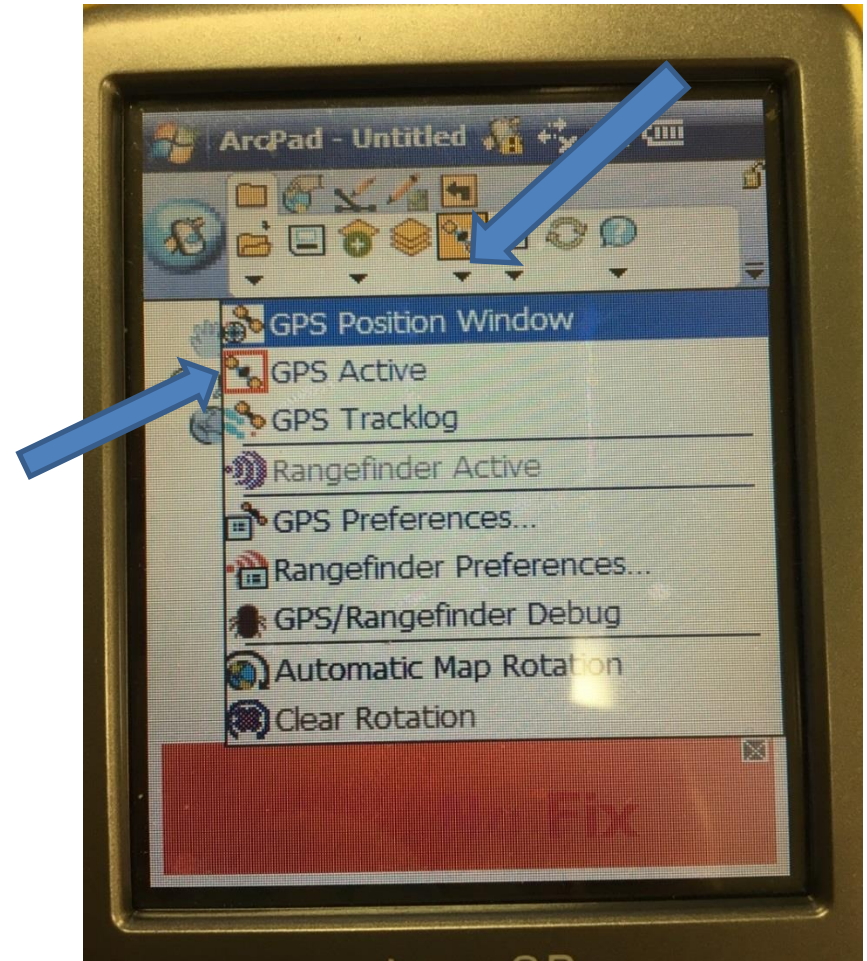
# Automatic GPS set

- **We have decided to set the GPS to automatic so that when you enter ArcPad you will not need to set it**
- **However, if you run into difficulties with the GPS, the next slide explains how you can turn the GPS on and off**



# GPS activation-only if having problems with automatic GPS

- Now that you are logged in, you will need to turn on the GPS so that your coordinates are recorded as you collect data
- This can be done by pressing the arrow beneath the dumbbell icon (5<sup>th</sup> icon from the left)
- Once you press the arrow, you will select GPS active, which will turn on your GPS
- This may take some time to get set so don't worry if you get a red box that says no fix, just be patient

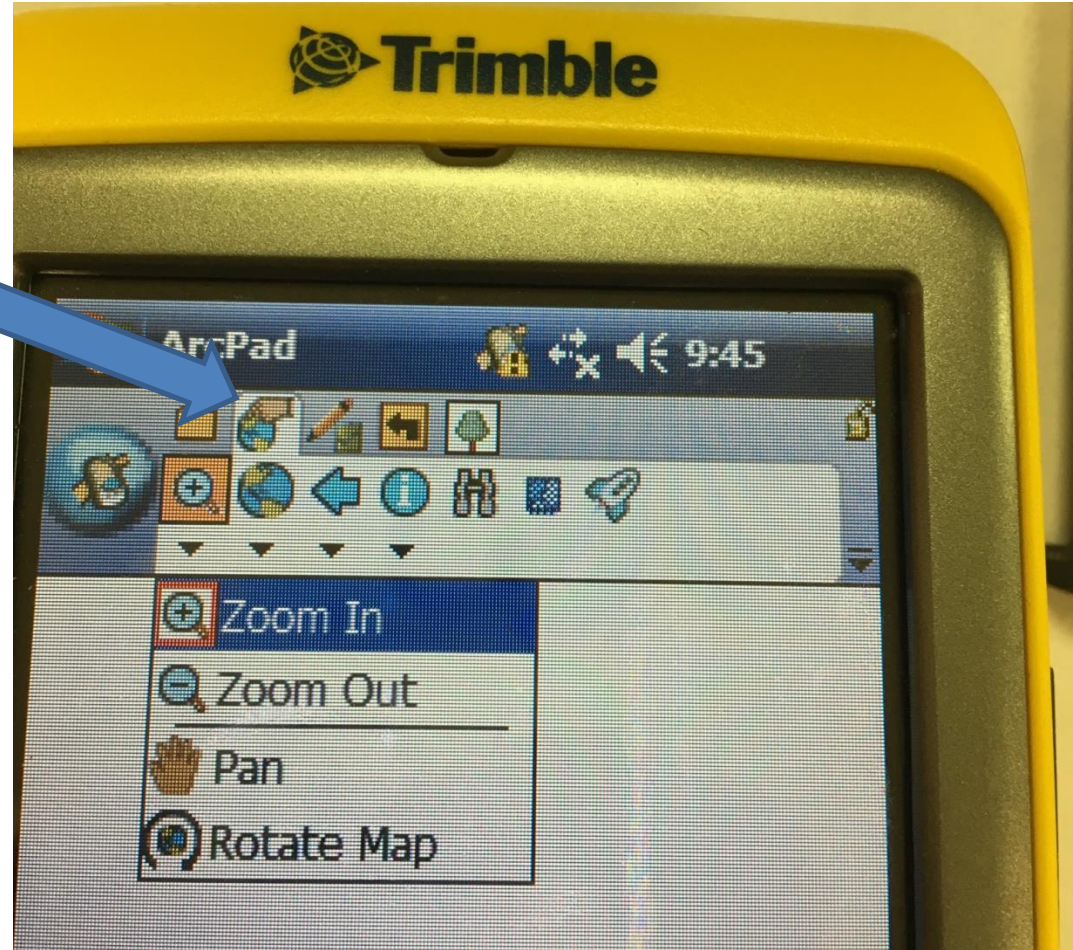




# Navigating your plot

- Go to the 2<sup>nd</sup> icon from the left (hand on the globe)
- Navigation options
  - Zoom in
  - Zoom out
  - Pan=the hand will move the whole object where you want it (positioning)
  - Rotate Map

**\*We recommend setting your scale to around 50ft for best visibility if possible-I will show this on the trimbles**





# TreeWorks Toolbar

- Once you find your area and want to add a tree you will go to the TreeWorks icon (little tree on the right)





# Adding a tree

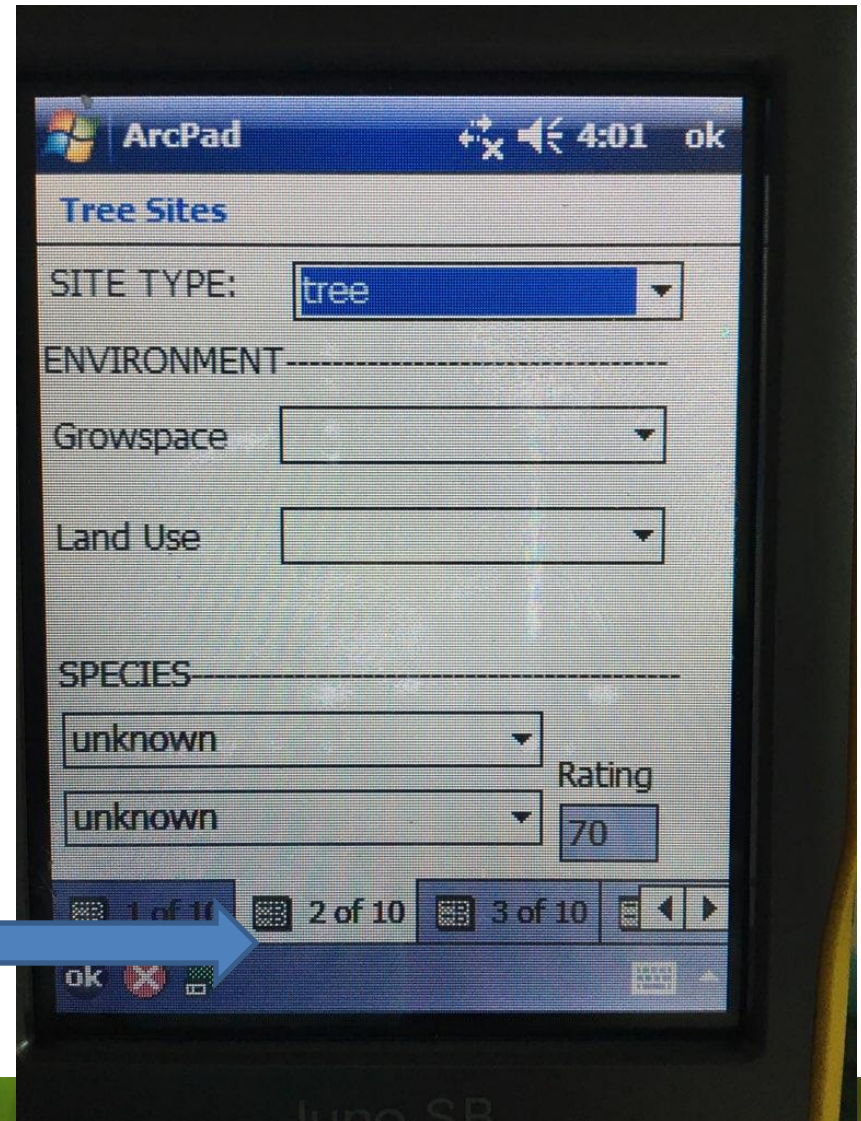


**To add a tree, click the icon on the far left  
with the golden cross over a tree**



# Collecting Data

- We will begin inputting data on the tab that says 2 of 10 (no info needed on page 1 of 10)



ArcPad 4:01 ok

Tree Sites

SITE TYPE: tree

ENVIRONMENT

Growspace

Land Use

SPECIES

unknown

unknown

Rating 70

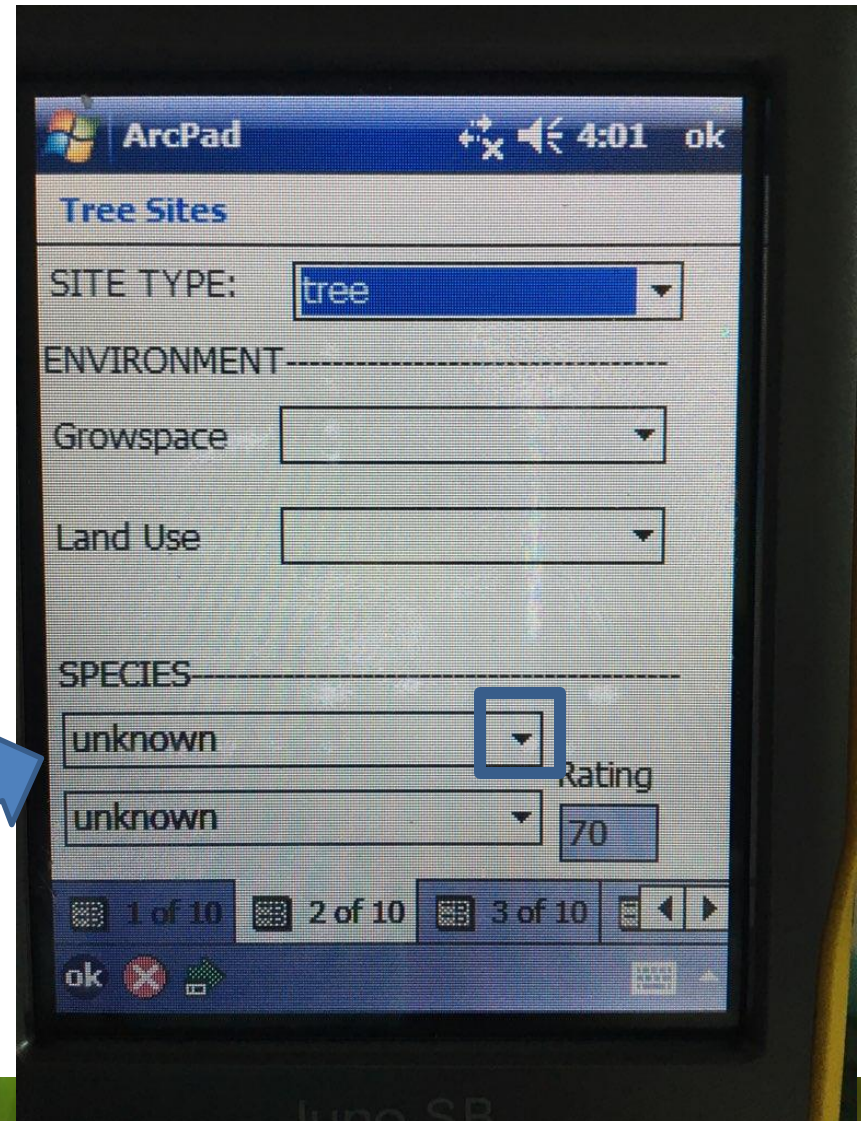
1 of 10 2 of 10 3 of 10

ok X



# Species Data (page 2)

- On this page you will only add the species of tree using the dropdown box
- The scientific name will show up below the tree in the second dropdown on its own



The screenshot shows the 'Tree Sites' form in the ArcPad application. The form includes the following fields:

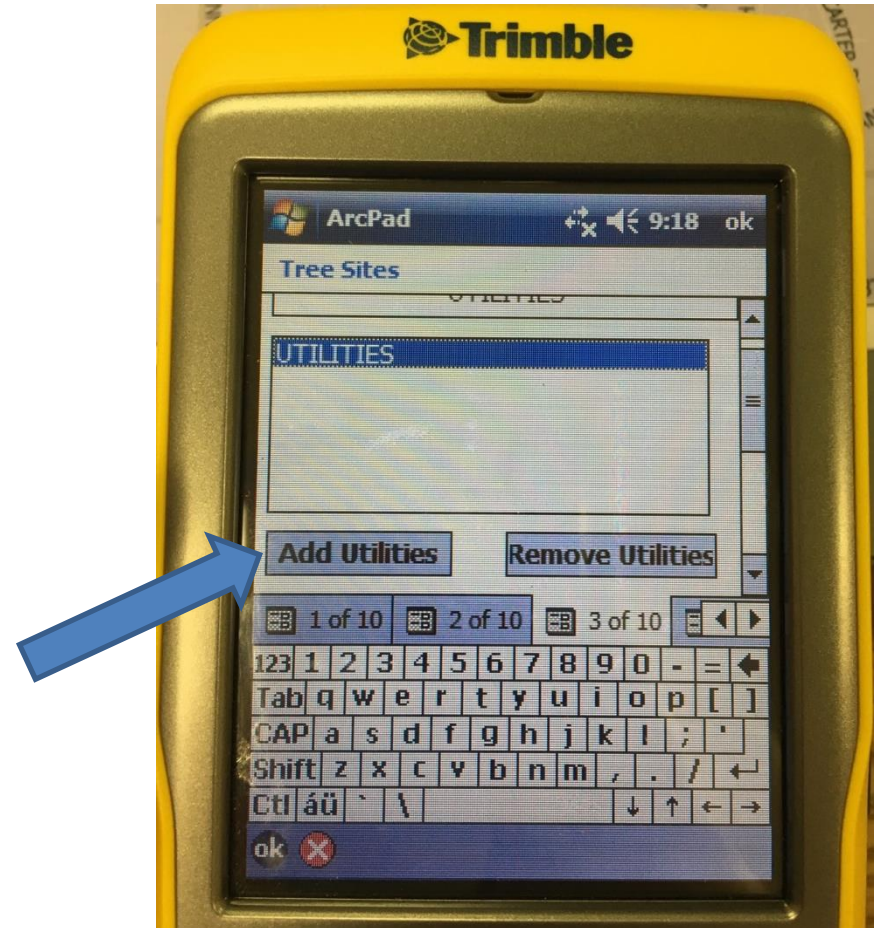
- SITE TYPE:** A dropdown menu with 'tree' selected.
- ENVIRONMENT:** A section header with a dashed line below it.
- Growspace:** A dropdown menu.
- Land Use:** A dropdown menu.
- SPECIES:** A section header with a dashed line below it.
- Species Selection:** A dropdown menu with 'unknown' selected. A blue box highlights the dropdown arrow, and a blue arrow points to it from the text on the left.
- Rating:** A text input field with '70' entered.

At the bottom of the screen, there is a navigation bar with buttons for '1 of 10', '2 of 10', '3 of 10', and navigation arrows. Below this are buttons for 'ok', a red 'X', and a green checkmark.



# Municipalities (page 3)

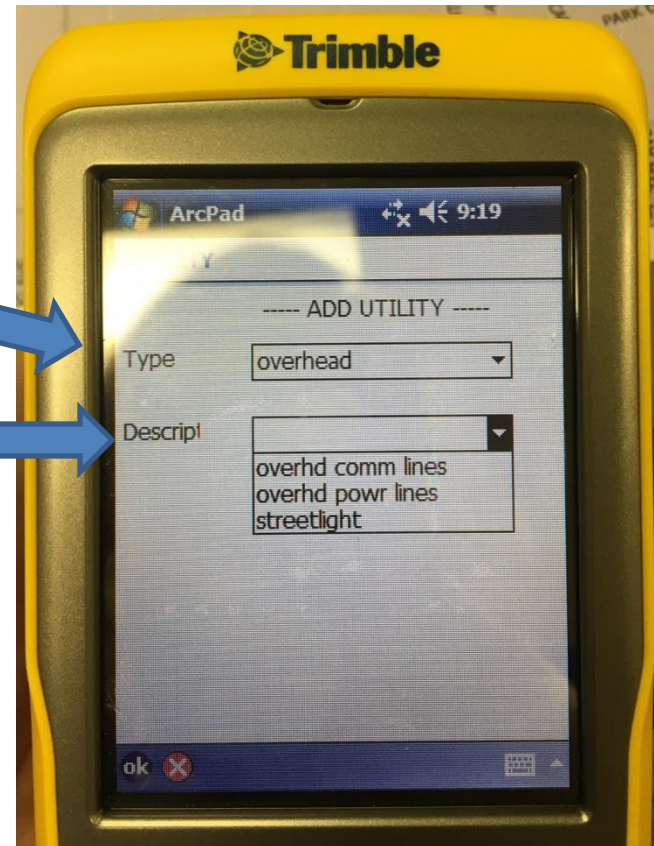
- We have decided to note if there are overhead utilities along the streets you are inventorying
- Press add utilities to begin





# Municipalities Cont

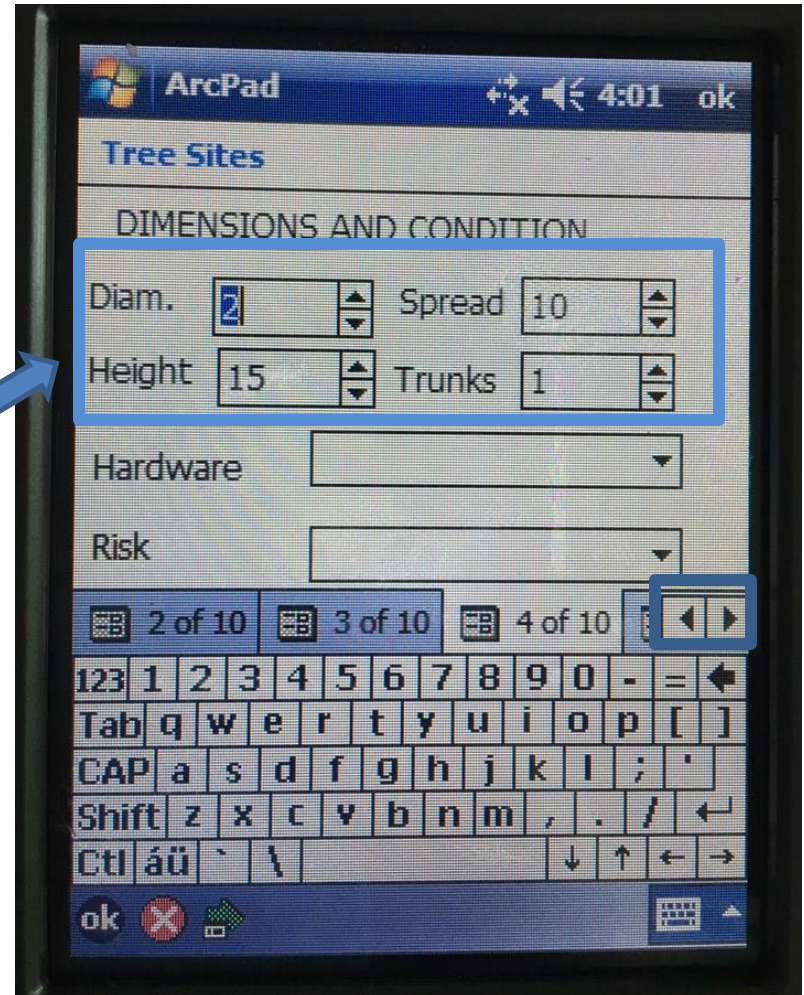
- Once you have pressed add utilities, you will be brought to this page
- Make sure the type is overhead
- Then for the descrip-choose powerlines or streetlight-then press ok
- You can only add one at a time, so if there are powerlines and streetlights you will have to add two separate utilities





# Dimensions (page 4)

- Next we will go to page 4 of 10, which can be seen at the bottom of your screen (you may need to use the arrows in the middle right corner of the screen to move to the 4 of 10 tab)



ArcPad 4:01 ok

Tree Sites

DIMENSIONS AND CONDITION

Diam. 2 Spread 10

Height 15 Trunks 1

Hardware

Risk

2 of 10 3 of 10 4 of 10

123 1 2 3 4 5 6 7 8 9 0 - = <

Tab q w e r t y u i o p [ ]

CAP a s d f g h j k l ; ' <

Shift z x c v b n m , . / <

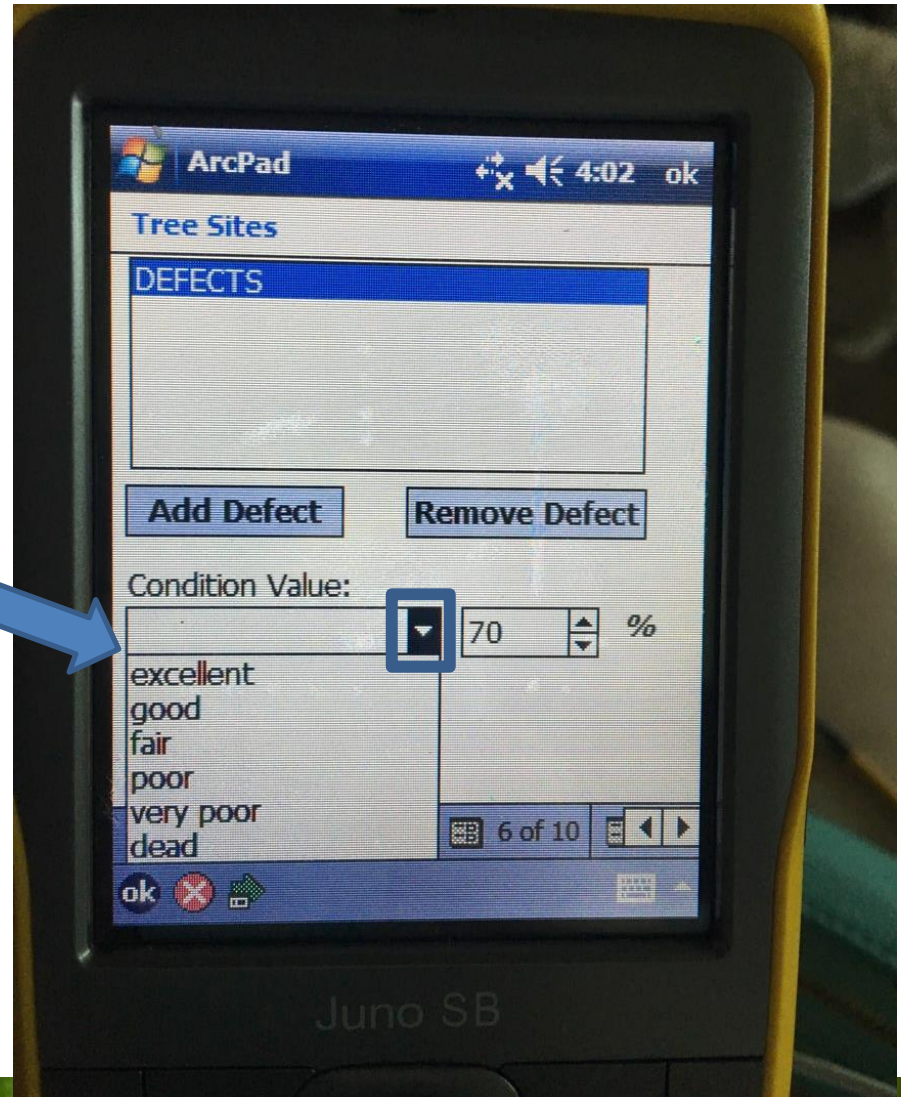
Ctl áü ` \ < > < >

ok X < >



# Condition (page 5)

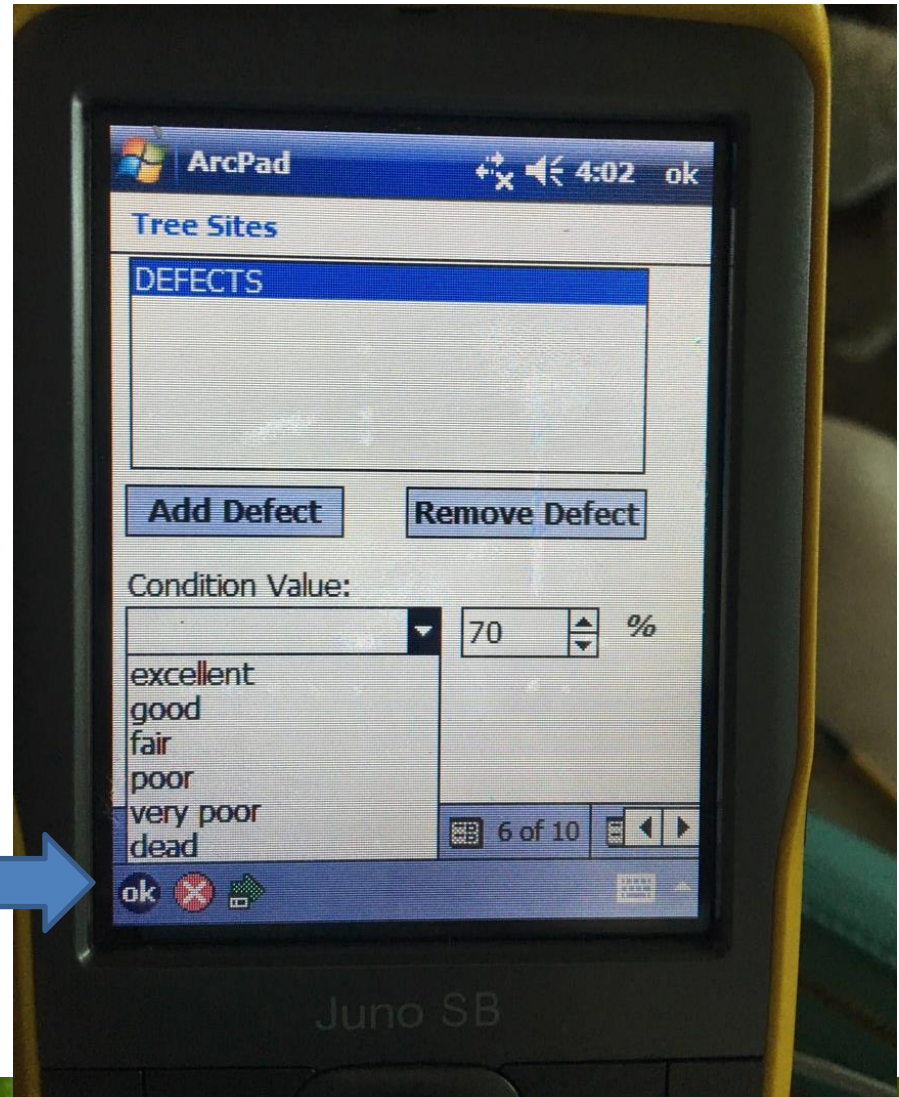
- On this page we will just be adding the condition of the tree which can be inserted by pressing the dropdown arrow under condition value and tapping your rating. The percentage to the right of the rating will automatically fill in with the option you choose.





# Once you have all the data

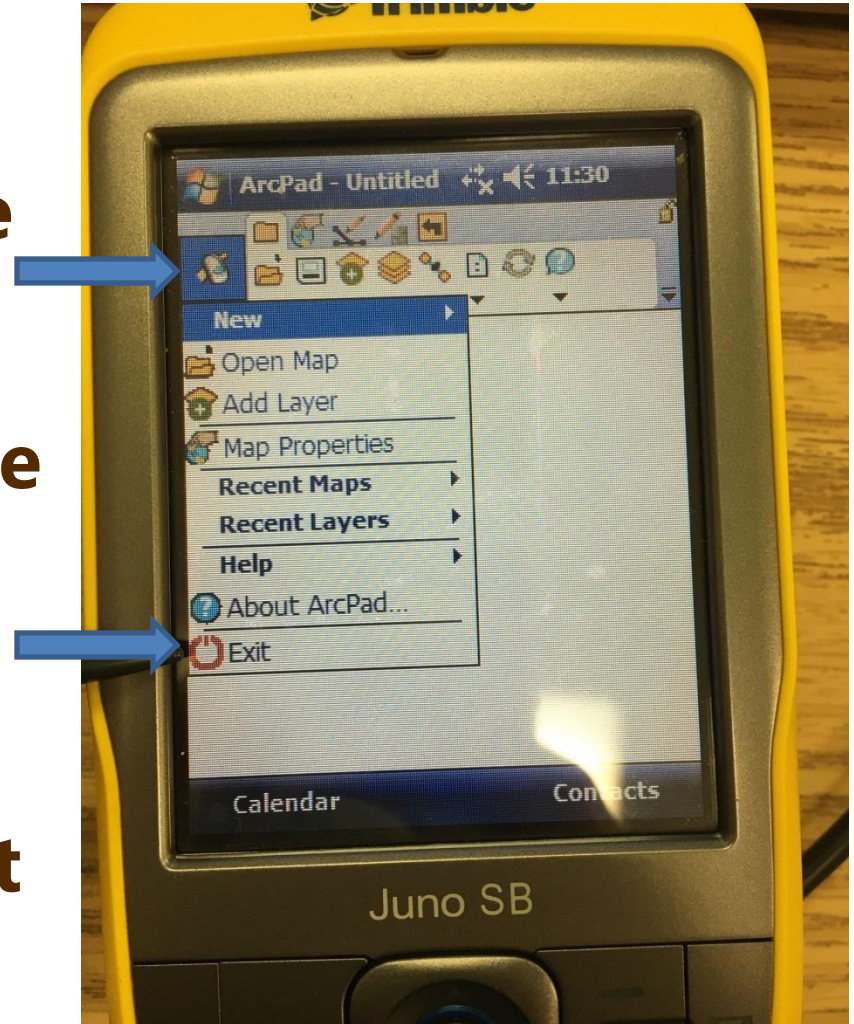
- Now that you have added all of the data, **MAKE SURE TO PRESS OK SO THAT YOUR DATA IS SAVED\***
- **\*It needs to be the ok in the lower left corner, not the upper right**





# Exiting ArcPad

- When you are done collecting data for the day press ok to save the data
- Exit ArcPad (make sure you are exited out for check in/check out)
- This can be done by clicking the following icon and selecting exit







## Side note

- As long as you press the green ok button after each added tree, the data is saved to a file no matter if the battery runs out on you or not



# Tips

- As you are headed to your tree site, power on the trimble and open up ArcPad so that the GPS can begin to find satellites, this can take a few minutes so just be patient
- Stand in an open area when you get to the site to help the GPS set





# Questions on trimbles?

- Feel free to contact me

**Rachel Ormseth**

**Urban Forestry Coordinator (located in  
Pierre)**

**Office Phone: 773-3594**

**Work Cell Phone: 280-4854**





# Check in/check out questions?

- Please contact  
**Duane Stall**  
**Sioux Falls Parks and Rec Forestry Supervisor**  
**Work Cell: 201-4806**